



Department of Energy  
Germantown, MD 20874-1290

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RESPONSE  
CONTROL

MEMORANDUM FOR FRAZER LOCKHART  
MANAGER  
ROCKY FLATS PROJECT OFFICE

FROM:

*for* MAURICE W. DAUGHERTY *Lyle E. Goodman*  
DIRECTOR  
OFFICE OF SAFEGUARDS & SECURITY/  
EMERGENCY MANAGEMENT  
OFFICE OF ENVIRONMENTAL MANAGEMENT

SUBJECT: Inventory of Classified Records at Neosho, Missouri

REFERENCE: Memorandum, Golan to Distribution, March 8, 2005,  
"Criteria for Inventory of Site Classified Holdings Prior  
to Transfer"

The purpose of this memorandum is to provide further guidance for the Rocky Flats Project Office (RFPO) on the conduct of the inventory of the approximately 850 boxes of classified records currently stored at the Veterans' Administration (VA) Records storage facility in Neosho, Missouri. This inventory will be conducted in accordance with the criteria outlined in the memo referenced above.

However, in order to facilitate successful completion of this inventory, you are hereby directed to bring the documents currently at Neosho back to the RFPO Classification Office at the Denver Federal Center, Building 55, for this effort. At Building 55, the required inventory, reviews, electronic conversion, declassification, and destruction activities can be readily accomplished. Additionally, it is our understanding that Building 55 has the space available to accommodate these activities. If there is currently insufficient space to bring the documents back in one shipment, you are authorized to bring them back in partial shipments as space constraints allow. Once the last of the records have been returned to Building 55, the current storage agreement with the VA at the Neosho, Missouri facility is to be terminated, and no additional records are to be shipped to that location pending a determination of the final custodian of these legacy records.

Please coordinate your efforts on this inventory with my office, as we will provide any necessary additional support you need to help accomplish this effort. At least one member of my staff will provide oversight of these activities to ensure compliance with the referenced memo.



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Should you have any questions or require additional information regarding this guidance, please contact me at (301) 903-9978 or Kayla Lozano, the Rocky Flats Desk Officer, at (301) 903-4990.